

ADVERTISEMENT

NO. 0801908-PP60

THE STATE OF TENNESSEE DESIRES TO LEASE SPACE IN MAURY COUNTY

LOCATION:

Within the city limits of Columbia, Tennessee

AMOUNT:

No less than 6,600 and no more than 7,300 square feet of contiguous net usable office and related space to be located on one level ground floor with ample paved parking.

TERM:

Five (5) Years or Ten (10) Years

PROPOSAL
OPENING:

Proposals will be opened on September 10, 2008 at 2:00 PM, Central Time in the **Conference Center North, The Robertson Room.**

OWNERS
& AGENTS:

Proposals received by Real Property Administration after the proposal opening date and time will not be considered. If you desire to submit a proposal for consideration, please contact this office for specific proposal information by September 5, 2008. Representatives of Real Property Administration will evaluate conforming proposals after the opening.

You may also preview specific requirements at:

<http://www.state.tn.us/finance/rpa/aboutus.html>

by clicking on "Request for Lease Proposals" and referencing the proposal number above.

CONTACT:

C. Richard Smith
Real Property Administration
William R. Snodgrass Tennessee Tower
22nd Floor, 312 Rosa L. Parks Avenue
Nashville, Tennessee 37243-1102
Phone: 615/741-4203

STATE OF TENNESSEE
Department of Finance and Administration
Division of Real Property Administration

INVITATION FOR LEASE PROPOSALS
NO. 0801908-PP60

The State of Tennessee has need for office space and hereby invites proposals for lease in accordance with the requirements and conditions contained in this Invitation.

Proposals will be received at:

Real Property Administration
William R. Snodgrass Tennessee Tower
22nd Floor - 312 Rosa L. Parks Avenue
Nashville, Tennessee 37243-1102

until **2:00 PM on September 10, 2008** at which time and place all proposals received will be publicly opened at 312 Rosa L. Parks Avenue in the Conference Center North, **The Robertson Room on the 3rd Floor**. Proposals received by Real Property Administration after the proposal opening date and time will not be considered.

The requirements of the desired lease are as follows:

1. LOCATION:
Within County and within the following area:
Within the city limits of Columbia, Tennessee
2. AMOUNT OF NET USABLE SPACE:
(See Section IV, Item 3 of *Information for Proposers*)
No less than 6,600 and no more than 7,300 square feet of contiguous net usable office and related space to be located on one level ground floor with ample paved parking.
3. TERM: Five (5) Years or Ten (10) Years
4. PREFERRED SPACE ARRANGEMENT:
Hardwall and open office. See the attachment - "Summary of Lease Requirement Sheet." You may also preview specific requirements at:
<http://www.state.tn.us/finance/rpa/aboutus.html> by clicking on "Request for Lease Proposals" and referencing the proposal number above.
(See Section III, Item 3 of *Information for Proposers*)
5. PARKING:
A minimum of **40** available parking spaces.
(See Section II, Item 17 of *Information for Proposers*)
6. OTHER REQUIREMENTS:
Personnel: 30

This *Invitation*, along with the attached *Information for Proposers* constitute the PROPOSAL PACKAGE and all proposals should be submitted in accordance with all requirements of the PROPOSAL PACKAGE to insure that the lease proposal can be adequately evaluated. The State reserves the right to waive any informalities or to reject any or all lease proposals.

Summary of Lease Requirements

Location of Property: Within the city limits Columbia, Tennessee

Type of Space: Office and related space for a total of 30 staff; the space must be contiguous and located on the ground floor

Usable Square Feet: Between 6,600 sq. ft. and 7,300 sq. ft. of usable, sq. ft. not including restrooms, mechanical rooms, janitor closet, or vestibule

Lease Options: The lessor may submit a proposal based on the following options:
Five (5) year term or ten (10) year term
Proposers are encouraged to include a Purchase Option, but are not required to do so

Hard-Wall Rooms:

(Provided by the Lessor)

<u>Room</u>	<u>Quantity</u>	<u>Usable Sq. Ft.</u>	<u>Notes</u>
Office	1	150	
Break Room	1	200	With base & wall cabinets, countertop & sink
Conference Room	1	475	
Drug Test Room	1	100	With water closet, sink with countertop
File/Storage	1	290	Includes space for 2 storage cabinets and 18 vertical file cabinets
Interview Room	5	100	(Not required at current location because current location is mostly hard wall offices). New location will require all interview rooms.
Photo ID Room	1	100	
Supply/Storage	1	100	Includes space for 6 single-faced open shelving units
Telecom. Closet	1	48	Must be temperature controlled for computer and telephone equipment
Waiting Room	1	200	With transaction countertops and locking sliding pass-through windows to Secretaries; waiting room will need direct access to one single-stall uni-sex client restroom; client and staff restrooms will be \ separate and will not share the same plumbing wall

Open Office Staff Cubicles: 29
(Provided by the State)

For electrical requirements, see the following Section II Addendum of the Standard Specifications for Office Space

Board of Probation & Parole

Additional Rentable Space: ADA compliant male and female employee restrooms
ADA compliant male and female client restrooms
Other building support space such as mechanical rooms, janitor closet, and vestibule
(Estimated minimum rentable area 7,100 sq.ft.)

Parking: On-site, paved & striped parking for a minimum of 40 vehicles

INFORMATION FOR PROPOSERS

SPACE LEASE

Statewide Office Expansion Standard Requirements

Section II Addendum
Standard Specifications For Office Space
Clarification and Additional Information

ITEM 3. LIGHTING: In order to provide a reasonable level of employee security, all building entrances and exits to have outside lighting on electronic sensors. All parking areas to have lighting from flood / wall-pack units on electronic sensors as a minimum.

ITEM 4. ELECTRICAL OUTLETS AND SWITCHES: Real Property Management requires one electrical power pole, with separate channel for voice and data cables, for every two staff open office landscape systems furniture workstations. Two additional electrical power poles are required for support equipment for every 7,500 rentable square feet. Each electrical power pole is to be hardwired to one dedicated 20-amp circuit and isolated neutral. Please note these requirements are in addition to the standard 110-volt electrical wall outlets to be located in all private hard wall offices and rooms. All corridors with floor-to-ceiling walls to have 110-volt electrical wall outlets for vacuuming. The telephone equipment closet will have two quad-outlets on two 20-amp dedicated circuits.

ITEM 13. WALL FINISHES: All waiting rooms shall have a glass window pass-through for interaction between a minimum of two receptionists and the public.

ITEM 15. EXITS AND ACCESS: A vestibule / airlock, two sets of double doors, shall be provided at public entrances and shall meet all codes and Americans With Disabilities Act (ADA) requirements. All building entrances and exits to have exterior canopies to protect employees and customers from the elements of weather.

SECTION 01411
REGULATORY REQUIREMENTS

PART 1 – GENERAL

1.01 CODES AND REGULATIONS

A. The Regulatory Requirements used for State Building Commission projects are listed below as a convenience and may not be inclusive of all that apply. Others may also apply. Comply with all pertinent codes, standards, regulations and laws.

	DOCUMENT	SOURCE	PHONE
1.	1999 Standard Building Code 1997 Standard Plumbing Code 1999 Standard Gas Code 1997 Standard Mechanical Code	Southern Building Code Congress International, Inc. 900 Montclair Road Birmingham, AL 35213	(205) 591-1853
2.	2000 NFPA 101- Life Safety Code	National fire Protection Association Customer Service and Sales 11 Tracy Drive Avon, MA 02322	(800) 344-3555
3.	1999 NFPA 70- National Electrical Code		
4.	1996 American National Safety Code (elevators, etc.) ANSI A17-1	American National Standards Institute 345 East 47 th Street New York, NY 10017	(800) 843-2763
5.	1996 Tennessee Elevator Code And its Supplements	TN Dept. of Labor Division of Boiler & Elevator Inspection 3 rd Floor Andrew Johnson Tower 710 James Robertson Parkway Nashville, TN 37243	(615) 741-2123
6.	1997 Edition of Boiler and Unfired Pressure Vessel Inspection Law, Rules, and Regulations.		
7.	1995 CABO Model Energy Code	Int'l Conference of Building Officials 1704 East 123 rd Terrace Olathe, Kansas 66061-5874	(800) 284-4406
8.	ASHRAE Std 90.1-1999 Energy Standards for Buildings except Low – Rise Residential Buildings ASHRAE Std 90.2-1993 Energy – Efficient Design of New Low - Rise Residential Buildings	ASHRAE 1791 Tullie Circle NE Atlanta, GA 30329	(800) 527-4723
9.	ASHRAE Std 62-1999 Ventilation for Acceptable Indoor Air		
10.	Rules of TN Dept. of Commerce & Insurance Ch 0780-2-1, Electrical Installations Ch 0780-2-2, Codes and Standards Ch 0780-2-3, Plans and Specs Review Ch 0780-2-18, Equitable Restrooms	TN Dept. of Commerce and Insurance Div. Of Fire Prevention & Plans Review 3 rd Floor Davy Crockett Tower 500 James Robertson Parkway Nashville, TN 37243-1162	(615) 741-7190
11.	ANSI/ ICC A117.1 – 1998 “Accessible and Usable Buildings And Facilities”; or , North Carolina State Building Code Volume 1-C, 1991 w/ 1996 revisions “Making Buildings and Facilities Accessible to and Usable by the Physically Handicapped.”	<i>NC code also available from</i> NC Dept. of Insurance P.O. Box 26387 Raleigh, NC 27611	(919) 733-3901
12.	Uniform Federal Accessibility Standards (UFAS), Fed-Std-795, April 1, 1988	ATBCB ATTN: OCE Suite 1000 @ 1331 F Street NW Washington, DC 20004	(202) 272-5434 (800) 872-2253

END OF SECTION

01411-1